

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

DIRECTOR, POLICY AND RESEARCH DIVISION

Role Title: General Administration Manager III

Position #00582

Pay Band 7, Level I Hiring Range: \$71,305 - \$120,053

Closing Date: May 12, 2014

Exciting opportunity to supervise the development of comprehensive healthcare policies affecting the Medical Assistance Program and the Commonwealth's non-Medicaid indigent population. This position also directs special studies and prepares reports on health care topics as requested by the agency Director, the Governor, the Secretary of Health and Human Resources, and the Legislature. The successful candidate must have considerable knowledge of health care programs, specifically Medicaid and FAMIS, as well as the state policy and regulatory development process. Requires considerable knowledge of research and evaluation techniques, including qualitative and quantitative methods. Requires extensive experience managing large-scale projects, conducting comprehensive research projects, and advising staff on appropriate research design, work plans, and use of quantitative and qualitative analysis. Must have considerable knowledge of managerial principles and practices; comprehensive knowledge of, and executive level experience in, the development, implementation, operation, and evaluation of complex health care or human services programs and policies. Must have demonstrated ability to manage and direct the activities of a professional staff. Must have demonstrated experience developing reports and briefings on a variety of healthcare topics and must be able to effectively communicate report findings. Degree from a college or university with major course work in health, business, public policy or public administration; master's degree in relevant field strongly preferred.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA